

**K.C.E. Society's  
MOOLJI JAITHA COLLEGE JALGAON  
(AUTONOMOUS)**

**M.Sc. - Admission Procedure and General Information**

**Sanctioned intake for various courses:**

The sanctioned intake for first year M.Sc. courses shall be as per the affiliation and approval given by the university.

Sr. No.	Course offered	Intake Capacity
01	Physics	20
02	Organic Chemistry	20
03	Analytical Chemistry	30
04	Mathematics	60
05	Computer Science	40
06	Botany	20
07	Zoology	20
08	Microbiology	20
09	Biotechnology	20
10	Geography	20

In addition to regular intake mentioned in the above table, 02 (two) seats are available for industry sponsored candidates.

**Allocation of seats**

The percentage of allocation of seats for various types of candidates in the Home University (HU), Other than Home University (OHU), Institutional (Management) Quota, and Industry Sponsored Seats is as follows:

- Candidates graduated from KBCNMU, Jalgaon : 70%
- Candidates graduated from other universities : 10%
- Seats to be allotted through management quota : 20%

Industry sponsored seats: one (01) seat for first ten (10) intake capacities subject to maximum two per course.

### **Admission procedure for industry sponsored candidates:**

- 1) For application under industry sponsored quota, it is mandatory to fill online application form.
- 2) After the CAP rounds, candidates with industry sponsorship may apply under the industry sponsored quota with a letter of sponsorship from the industry.
- 3) Admission under industry sponsored quota will be done purely on the basis of merit list prepared by the college.

### **Reservations:**

All the reservations given below shall be applicable to candidates belonging to Maharashtra state only subject to the fulfilment of the eligibility criteria specified by respective authorities from time to time.

- (a) Reservation for backward class category candidates:** The percentage of seats reserved for candidates of backward class categories belonging to Maharashtra state is as given below. The percentage of reservation is the percentages of the seats available for Maharashtra candidates. Backward class candidates shall claim the category to which they belong to at the time of submission of application form.

Sr. No.	Category of Reservation	Percentage of Seats Reserved
01	Scheduled Castes and Schedule Caste converts to Buddhism (SC)	13 %
02	Schedule Tribes (ST)	7.0 %
03	VimuktaJati (VJ)/De Notified Tribes(DT) (NT-A)	3.0 %
04	Nomadic Tribes 1 (NT-B)	2.5 %
05	Nomadic Tribes 2 (NT-C)	3.5 %
06	Nomadic Tribes 3 (NT-D)	2.0 %
07	Other Backward Classes (OBC)	19.0%
	Total	50 %

- (b) Reservation for wards of defence service personnel:** Five percent (5%) seats out of total sanctioned intake capacity of college as a whole separately, subject to a maximum of one (01) seat in each subject coming under CAP shall be reserved for wards of ex- service personnel who are from Maharashtra state.

- (c) Reservation for persons with disability candidates:** Five percent (5%) seats of total sanctioned intake capacity of a college as a whole separately, subject to a maximum of one (01) seat in each subject coming under CAP shall be reserved for candidates with disability. The allotment of seats reserved for the candidates with disability shall be done on the basis of merit. The candidates claiming reservation under this category shall submit the Physical Disability certificates.

**Note:** - Candidates with disability should note that on admission to degree course they will not be given any exemptions or additional facility in the academic activities other than those which may be provided by the college.

(d) If the reservation quota remains vacant then 2% seats of total intake capacity of a college as a whole separately will be offered to SBC category.

**(e) Reservation for EWS (Economical Weaker Section) Candidate:** As per the provisions in Government Resolution No. राआधो-4019/ह.ढ.31/16- अ, dated 12th February 2019, 10% seats shall be reserved for EWS candidates. These seats shall be filled by the Competent Authority through CAP as per the policies of the Government declared from time to time.

(f) If sufficient candidates from Kavayitri Bahinabai Chaudhari North Maharashtra University area are not available for admission for various post graduate courses, candidates from other universities will be considered. Similarly, if candidates from other universities are not available for admission, the candidates from Kavayitri Bahinabai Chaudhari North Maharashtra University will be considered for admission. There will be separate merit list for other university students.

(g) Any change from Government side in terms of reservation before the commencement of CAP Round -I will be taken under consideration.

(h) Candidate once admitted through industry sponsored quota will not be allowed to shift to general quota under any circumstances.

## Eligibility criteria

- **General criteria:** A candidate is considered to be eligible for admission to the post graduate courses offered by college, if he/she has secured at least 50% (or equivalent CGPA) marks at graduation (45% marks for backward class i.e. SC/ST/DT/NT/OBC/SBC category candidates from Maharashtra state).

- **Specific Criteria:** The specific eligibility criteria in addition to above general criteria for the admission to various post graduate courses is as follows:

Sr. No.	Course offered	Specific Eligibility
01	Physics	B.Sc. (Physics)
02	Organic Chemistry	B.Sc. (Chemistry)
03	Analytical Chemistry	B.Sc. (Chemistry/Analytical)
04	Mathematics	B.Sc. (Mathematics) or B.Sc. in any other subject with Mathematics at S.Y.B.Sc. level with minimum 50% marks/CGPA in Mathematics. Preference will be given to B.Sc. (Mathematics)
05	Computer Science	B.Sc. (Computer Science) with Mathematics up to S.Y.B.Sc. level
06	Botany	B.Sc. (Botany)
07	Zoology	B.Sc. (Zoology)

08	Microbiology	B.Sc. (Microbiology)
09	Biotechnology	B.Sc. (Biotechnology) If seats remain vacant, those seats will be equally distributed among candidates with B.Sc. (Microbiology/Bio-chemistry/ Botany / Zoology / Chemistry) (with Biology group as subsidiary subject)
10	Geography	B.A./B.Sc. (Geography)

### **Preparation of merit list:**

**Assignment of merit number:** - All the eligible candidates who have submitted online application form on or before the last date specified for the online submission and verified and confirmed their application form electronically by college shall be assigned a merit number. The merit list shall be prepared on the basis of score obtained at qualifying examination and the specific eligibility mentioned above.

**Change of marks due to verification:** - If the marks in the qualifying examination are modified due to verification/redresser and the same is duly certified by the concerned competent authority, the same shall be reported to the competent authority for admission through CAP or its designated representatives immediately. However, the effect of such change will be taken into consideration only for the subsequent round(s) of admission.

### **Method of calculating marks at qualifying examination for deciding eligibility: -**

(a) The group wise or subject wise separate general merit list for home university and other than home university for eligible candidates will be generated on the basis of their performance at the graduation as per eligibility criteria.

(b) The marks/CGPA obtained by the candidate in principal subject at second and third year of graduation will be considered while preparing merit list. The marks/CGPA will be converted to 7 Point CGPA Scale.

(c) The tie cases of the candidates will be resolved as:

- (i) On the basis of total marks/CGPA of second year at graduate level,
- (ii) On the basis of first year marks/CGPA,
- (iii) On the basis of marks obtained at H.S.C. and finally
- (iv) On the basis of date of birth of the candidate.

### **ADMISSION PROCEDURE AND GENERAL INSTRUCTIONS:**

- 1) Use [www.kcesmjcollege.in](http://www.kcesmjcollege.in) web portal for admission to M.Sc. Classes.
- 2) Candidate must provide at least one valid mobile number and e-mail ID for creation of user ID as a direct contact made with college office.
- 3) Candidates should adhere to the rules and regulations of the college for the smooth conduct of admission (2020-2021).

- 4) Applications with incorrect/wrong information will not be considered in the process of admission.
- 5) Selected/waitlisted candidates for different courses will be intimated only through the registered mobile no. and e-mail ID. The list of such candidates will be displayed on the college notice board and admission portal (Website).
- 6) Download the Prospectus from [www.kcesmjcollege.in](http://www.kcesmjcollege.in) and read the instructions carefully before filling up the Application Form.
- 7) All the aspiring candidates shall fill in the online application form for M.Sc. admission available on the college website.
- 8) The candidate should fill the online application form as per the notified schedule for respective admission
- 9) Application fees for the M.Sc. Admission Procedure are Rs. 300/- payable through online mode only.
- 10) The Candidates will be able to fill in online application form through any computer connected to internet from home, cybercafé.
- 11) After filling the information and submission of application form, he/she shall verify the data filled and correct it if required.
- 12) The application form and documents uploaded will be e-verified by the admission councillor of the subject. The candidate is not required to report to college in person for document verification.
- 13) The candidate has to take the printout of application form and the receipt of payment generated in the online application form for your reference.
- 14) After confirmation of application form information cannot be changed by candidate.
- 15) It is MANADATORY for all the candidates to do document e-verification.
- 16) Provisional merit list of eligible candidates will be displayed on the college website.
- 17) For discrepancy if any, in the provisional merit list candidates can submit the grievances in written along with required document at college where candidate has confirmed application form within the specified grievance period given in the schedule.
- 18) No document shall be accepted to substantiate the claim made in application after scheduled dates.
- 19) Final merit list will be displayed on the college website.

**Note:** - The merit list gives relative position of the candidate and it does not guarantee admission to any course.

### **Allotment of seats**

- (a) All the CAP rounds (CAP round– I, II and III) shall be conducted by computerized allotment.

- (b) If the seat remains vacant due to non-allotment and non-reporting for admission, such seat will be considered for allotment in subsequent round.

### **General Provisions**

- (a) The allotment list displayed on website will show the provisional allotment offered to the candidates. No personal communication or allotment letters in this regard shall be issued to the candidates.
- (b) Allotted seat will be cancelled if at any time, if any of the documents or certificates is found to be invalid or fraudulent and/or the candidate does not meet the eligibility norms.

### **Admissions in institutional (management) quota**

The Principal of the college shall carry out the admissions for these seats in the following manner. -

- (a) Admissions shall be made in a transparent manner and strictly as per the merit of the candidates who have applied for CAP.
- (b) Application for institutional (management) quota should begin after completion of CAP rounds.
- (c) Aspiring candidates fulfilling the eligibility criteria as notified by the college, from time to time, shall apply to the Principal of the college for admission at the Institution level.
- (d) The college may give admission to the applicants on the basis of their merit derived from merit list declared by the university.
- (e) The institution shall prepare and display the merit lists of the candidates to be filled in at the institution level, in the institutional quota, on the notice board and shall publish the same on the website of the institution.

### **HOW TO APPLY ONLINE?**

- 1) Click on "Admission 2020" to apply for the academic year 2020-2021.
- 2) Create candidate's user ID using valid mobile number and e-mail ID.
- 3) Fill in all the personal and educational details carefully along with valid Aadhar Card details.
- 4) Scan and attach all required original documents specified in the application form with latest coloured passport size photograph for procuring of identity card. The necessary scanned copies of original documents in soft copy form are as follows.

<b>Sr. No.</b>	<b>Type of Candidate</b>	<b>Scanned copies of original documents in soft copy form</b>
1.	All candidates	1. H.S.C. mark sheet. 2. Third Year B.Sc. Mark sheet (Scanned Copy of original mark sheet or the copy available on university website i.e. net copy) 3. Second Year B.Sc. Mark sheet 4. First Year B.Sc. Mark sheet

		5. Transfer Certificate
In addition to the above documents candidates are required to produce the following additional documents depending upon the category to which they belong.		
2.	Backward class candidates belonging to S.C. / S.T.	1. Caste certificate (Failure to submit the documents will be converted to 'Open' category). 2. Caste/Tribe validity certificate
3.	Backward class candidates belonging to VJ/DT NT(A)/ NT(B) / NT(C) / NT(D) /O.B.C/ SEBC/SBC	1. Caste certificate (Failure to submit the documents will be converted to 'Open' category). 2. Caste validity certificate 3. Non creamy layer certificate valid up to 31st March 2021 (Failure to submit the documents will be converted to 'Open' category).
4.	Ex servicemen	Defence Service Personnel Certificate
5.	Persons with disability candidates	Physical Disability Certificate.
6.	Economical Weaker Section (EWS)	Eligibility Certificate for Economically Weaker Section. The income limit of parents shall be as per the Govt. Norms declared from time to time.

- 5) Save the application form by clicking the "Save" button.
- 6) Check all information entered once again and edit, if required, before submission.
- 7) Pay Rs. 300/- as application fee through online mode only.
- 8) At the end, submit the application form by clicking "Submit" button. After submitting the application form candidates will not be able to change any information in it. If he/she wants to change any information before the dead line, then he/she has to contact system administrator personally in the college office with documentary evidences.

### **Refund of fees after cancellation of admission**

- (a) The candidate shall apply for cancellation and submit signed copy of application for cancellation of admission to the college.
- (b) After receiving admission cancellation request from the candidate, the college shall cancel the admission immediately online and generate online acknowledgement of cancellation of admission through institution login and issue a signed copy to the candidate.
- (c) No candidate will be allowed to cancel his/her admission without paying complete fees of the course for which he/she got admitted.
- (d) The candidate cancelling his/her admission within a period of seven days from the date of his/her admission, deduction to the tune of 10% of total amount of tuition fee plus Rs. 500/- will be made towards administrative processing charges.
- (e) The candidate cancelling his/her admission within a period of 30 days from the date of his/her admission, deduction to the tune of 25% of total amount of tuition fee plus Rs. 500/- will be made towards administrative processing charges.

(f) The candidate cancelling his/her admission after the period of 30 days from the date of his/her admission, refund towards any kind of fees will not be made.

(g) No refund will be made to any candidate admitted through industry sponsored quota.

#### **ADMISSION PROCEDURE AFTER SEATS ALLOCATION:**

- 1) Open an Account using 'User ID' and see the admission status as "Confirmed".
- 2) Initiate admission process and complete the fee payment process by choosing either "Online" payment options.
- 3) Download and print a copy of filled application form along with fee paid challan / receipt.
- 4) Submit an application form and receipt of fee paid along with the following necessary documents at college counter for final confirmation of admission when the college demands.

<b>Sr. No.</b>	<b>Type of Candidate</b>	<b>Documents</b>
1.	All candidates	1. Attested Photocopy of H.S.C. mark sheet. 2. Original copy of Third Year B.Sc. Mark sheet. 3. Attested Photocopy of Second Year B.Sc. Mark sheet 4. Attested Photocopy of First Year B.Sc. Mark sheet 5. Original and one photo copy of Transfer Certificate 6. Receipt of fee paid
In addition to the above documents candidates are required to produce the following additional documents depending upon the category to which they belong.		
2	Backward class candidates belonging to S.C. / S.T.	1. Attested Photocopy of Caste certificate 2. Attested Photocopy of Caste/Tribe validity certificate
3	Backward class candidates belonging to VJ/DT NT(A)/ NT(B) / NT(C) / NT(D) /O.B.C/ SEBC/SBC	1. Attested Photocopy of Caste 2. Attested Photocopy of Caste validity certificate 3. Original copy of Non creamy layer certificate valid up to 31st March 2021
4	Ex servicemen	Attested Photocopy of Defence Service Personnel Certificate
5	Persons with disability candidates	Attested Photocopy of Physical Disability Certificate.
6	Economical Weaker Section (EWS)	Attested Photocopy of Eligibility Certificate for Economically Weaker Section. The income limit of parents shall be as per the Govt. Norms declared from time to time.
7	Other University/State Students	Migration and Domicile certificate



### REVISED ADMISSION SCHEDULE FOR M.Sc.

Sr. No.	Activity	Dates
01	Display of online application form and submission of online application form by student	20/11/2020 To 14/12/2020
02	e-verification of documents, updating and confirmation of application form for admission by admission councillor.	23/11/2020 To 15/12/2020
03	Display of provisional merit list on college website	18/12/2020
04	Submission of grievances, if any	19/12/2020 upto 5.00 pm
05	Display of final merit list for round- I on college website	21/12/2020
06	Display of Provisional Allotment list of Round-I on college website	22/12/2020
07	Date of admission for round-I	23/12/2020 To 26/12/2020
08	Display of vacant seats for Round-II on college website	01/01/2021
09	Online submission of EWS certificate for the home university registered candidate those are from open category who wish to apply for EWS, [send an attachment of original scan copy of EWS certificate on <a href="mailto:pgadmission.mjcollege@kces.in">pgadmission.mjcollege@kces.in</a> It is mandatory for the student to mention application number and the subject in the same mail for the purpose of identification of student]	01/01/2021 To 10/01/2021
10	Display of Provisional Allotment list of Round-II on college website	12/01/2021
11	Date of admission for round-II	13/01/2021 To 16/01/2021
12	Display of vacant seats for Round-III on college website	19/01/2021
13	Display of Provisional Allotment list of Round-III on college website	22/01/2021
14	Date of admission for round-III on college website	23/01/2021 To 27/01/2021
15	Display of vacant seats for on the spot Round on college website	29/01/2021
16	Date of admission for on the spot round	01/02/2021
17	Applications for seats under Industry Sponsored / Management Quota	02/02/2021 To 04/02/2021
18	Display of final Merit List for Industry Sponsored Candidates	06/02/2021
19	Admission under Industry Sponsored / Management Quota	08/02/2021